

SUNNYVALE SENIOR NUTRITION PROGRAM

First United Methodist Church, 535 Old San Francisco Road, Sunnyvale, CA 94086 • (408) 739-0833

December 14, 2004

Ms. Annabel Yurutucu
Housing Division
City of Sunnyvale
PO Box 3707
Sunnyvale, CA 94088-3707

RECEIVED

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CITY OF SUNNYVALE
HOUSING DIVISION

RE: Request for Capital Equipment

Dear Annabel:

This letter is pursuant to our telecon regarding the Nutrition Program's need for two pieces of capital equipment.

We have a large Amana home-style freezer, which was purchased in 1982. The freezer is 22 years old and is well passed the normal useful life. We have literally used duck tape to seal the freezer. We have maxed out our freezer capacity. Periodically, the local supermarkets have frozen foods that they donate to our Nutrition Program.

We would like to replace the Amana freezer with a Traulsen 2-door reach-in freezer. All of our refrigerators and freezers are Traulsen units. We have found that Traulsen is extremely reliable and very efficient. We are very familiar with the Traulsen equipment, and we have the capability to make some repairs.

In addition, we have maxed out our refrigerator space. At times, certain meal items require refrigeration prior to serving. Compounding our refrigeration capacity problem, Berkeley Farms, our milk distributor, implemented a new delivery schedule last week. As a result of increasing costs, Berkeley is requiring a once-a-week delivery instead of our previous bi-weekly deliveries. In addition, we must give them a 48-hour notice of change in our standing order. It is unlikely that we will be able to resume the bi-weekly schedule. The first three days after the Berkeley delivery, we do not have enough room for much of the donated fresh fruits and vegetables and other perishable food that we have received from the supermarkets.

To give you an idea of the cost of a new Traulsen single-door refrigerator and a 2-door freezer, we have obtained a quote from Economy Restaurant Fixtures (see enclosure). Economy Restaurant is the company the County has used to purchase equipment from. We would be happy to obtain additional quotes for you.

We are hoping that you have funds available for the purchase of a new freezer and refrigerator. If you have any questions or need any additional information, please call me or Nick Vaksvik, Program Manager, at 739-0833. We look forward to hearing from you. Your assistance is greatly appreciated.

Sincerely,



James Marken, Director
Sunnyvale Senior Nutrition Program

Enclosure – Economy Restaurant Fixtures Quote
cc: Nick Vaksvik, Program Manager



Economy Restaurant Fixtures
801 Richards Blvd.
Sacramento, CA 95814
916-447-6600 (P)
916-447-6674 (F)

December 10, 2004

To: County of Santa Clara
Sunnyvale Senior Nutrition

Att: Nick Vaksvik

Fax: 408-739-3390

We are pleased to offer the following quotation:

	<u>UNIT PRICE</u>
Traulsen refrigerator Single door, hinged left Caster kit Model G10011	1953.00
Traulsen freezer Two door, standard hinging Caster kit Model G22010	2851.00
Tk-2 full section pan slide kit	233.00
Delivery and set in place	160.00
Disposal of existing units	130.00
Delivery: 30-45 Terms: net 30 days Plus applicable sales tax	

Very truly yours

A handwritten signature in dark ink, appearing to read 'Bill Braca'.

Bill Braca
School & Institution Specialist

A Division of Economy Restaurant Fixtures, Inc.